



**STATEMENT OF PROCEEDINGS FOR
REGULAR MEETING OF THE
PROBATION OVERSIGHT WORKING GROUP
KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 372
LOS ANGELES, CALIFORNIA 90012**

Wednesday, April 27, 2016

1:00 PM

AUDIO FOR THE ENTIRE MEETING. (16-2249)

Attachments: [Audio](#)

Call to Order

Chair Chodroff called the meeting to order at 1:02 p.m.

Present: Chair Carol Chodroff, Gabriella Holt and Don Meredith

Absent: Vice Chair Alex Johnson and Jose Osuna

I. ADMINISTRATIVE MATTERS

1. Approval of Minutes for the Meeting of April 11, 2016. (16-2012)

On motion of Member Holt, seconded by Member Meredith, unanimously carried (Member Osuna and Vice Chair Johnson being absent), the Probation Oversight Working Group approved the April 11, 2016 Minutes as amended.

Attachments: [Minutes](#)

2. Meeting schedule and location chart. (16-2059)

After review of the Meeting Schedule and Location Chart, Member Holt informed the Working Group that there would be a scheduling conflict for herself and Vice Chair Johnson for Tuesday afternoon meetings, and discussion ensued regarding alternate locations.

After discussion, on motion of Chair Chodroff, seconded by Member Holt, the Meeting Schedule was approved as amended to revise the Schedule to reflect all Wednesday afternoon meetings. It was determined that individual Working Group Members will assist with seeking alternate

locations for the following dates and report back to the Probation Oversight Working Group as a whole. In addition, the meeting of Wednesday, November 23, 2016 was cancelled:

Wednesday, June 8, 2016

Wednesday, July 6, 2016

Wednesday, July 20, 2016

Wednesday, August 17, 2016

Wednesday, December 21, 2016

Attachments: [Meeting Schedule](#)
 [Revised Meeting Schedule](#)

II. PRESENTATIONS

3. Presentation by the Auditor-Controller's Department of Justice Audit Compliance Unit. (16-2013)

Aggie Alonso, Auditor Controller Department of Justice (DOJ) Audit Compliance Unit (Unit), presented an overview of the Unit's process and audits as it relates to the Department of Justice's review of the Probation Department, including halls and camps. After the presentation, Mr. Alonso answered questions posed by the Probation Oversight Working Group. During discussion, Chair Chodroff inquired if the DOJ Compliance Audit Unit conducted interviews with juveniles at the Probation Camps or Halls during their audit. Mr. Alonso informed that VIP, a contractor (Violence Intervention Program Community Mental Health Center), was conducting juvenile interviews for the Auditor-Controller.

On motion of Member Holt, seconded by Member Meredith, unanimously carried (Member Osuna and Vice Chair Johnson being absent), the Probation Oversight Working Group Received and Filed the Auditor Controller's Presentation.

Attachments: [Auditor-Controller Presentation](#)

4. Presentation by the Countywide Criminal Justice Coordination Committee. (16-2014)

Mark Delgado, Executive Director of the Countywide Criminal Justice Coordination Committee, presented a PowerPoint Presentation regarding background, membership, structure, organization, support, and the Juvenile Justice Coordinating Council. After the Presentation, Mr. Delgado answered questions posed by the Probation Oversight Working Group.

On motion of Chair Chodroff, seconded by Member Meredith, unanimously carried (Member Osuna and Vice Chair Johnson being absent), the Probation Oversight Working Group Received and Filed the Countywide Criminal Justice Coordination Committee's Presentation.

Attachments: [CCJCC Presentation](#)

III. REPORTS/DISCUSSION

5. Review of comments received from the Empowerment Congress' Justice and Public Safety Committee, and possible response. (16-2111)

Chair Chodroff requested Mark Delgado, Executive Director of the Countywide Criminal Justice Coordinating Committee, to provide the background and overview of the Empowerment Congress' Justice and Public Safety Committee (Committee), in response to the Committee's submitted questions to the Probation Oversight Working Group. Mr. Delgado presented a brief overview and answered questions posed by the Working Group.

On motion of Chair Chodroff, seconded by Member Holt, unanimously carried (Member Osuna and Vice Chair Johnson being absent), the Probation Oversight Working Group agreed to provide a response to the Committee and indicated that the response will be forthcoming.

Attachments: [Empowerment Congress Comments](#)

6. Review of existing Probation-related Commissions, Committees and Agencies; and discussion of developing an agency presentation schedule and other related matters. (16-2044)

Amalia Lopez, Probation Department, informed the Working Group of additional agencies/committees which have been added to the Probation Department Matrix. Cal Remington, Interim Chief Probation Officer, answered questioned posed by the Working Group. The Working Group reviewed the agency list and discussed future presentations; added Probation Bureau Chiefs and/or Deputies and VIP, the vendor conducting interviews at the Probation Halls and Camps hired for the Auditor Controller; the order in which the Working Group wants specific agencies to present before the Working Group; and how questions will be prepared beforehand in order to prepare for the meeting.

On motion of Member Holt, seconded by Member Meredith, unanimously carried (Member Osuna and Vice Chair Johnson being absent), the Probation Oversight Working Group Received and Filed the Interim Chief Probation Officer's Report.

Attachments: [Updated Agency List and Summary](#)

7. Status Report by the Chief Executive Office on the process for selecting a Consultant; and update on Consultant Statement of Work respondents. (16-2045)

Dardy Chen, Chief Executive Office (CEO), informed the Working Group that an additional week beyond May 5, 2016 has been given to potential vendors to respond to the Statement of Work for the best practices model of the Probation Department Evaluation.

On motion of Member Meredith, seconded by Member Holt, unanimously carried (Member Osuna and Vice Chair Johnson being absent), the Probation Oversight Working Group Received and Filed the CEO's update.

Attachments: [Consultant Scope of Work](#)

8. Update on the evaluations from the Oversight Consultants to explore and recommend the best practices model of the Probation Department and the Probation Department's Juvenile Justice and Crime Prevention Act Program; and status on the requested reports by the Board of Supervisors. (16-2047)

There were none.

Attachments: [Evaluation Report](#)

IV. MISCELLANEOUS

9. Matters not on the posted agenda, to be discussed and (if requested) referred to staff or placed on the agenda for action at a future meeting, or matters requiring immediate action because of an emergency situation or where the need to take action came to the attention of the Probation Oversight Working Group subsequent to the posting of the agenda. (16-2018)

There were none.

10. Opportunity for members of the public to address the Working Group on items of interest that are within the subject matter jurisdiction of the Working Group. (16-2019)

There were none.

11. Adjournment for the Regular Meeting of Monday, April 27, 2016. The next meeting is scheduled for Thursday, May 12, 2016 at 2:30 p.m. in Room 372 (Sybil Brand Room) (16-2017)

Chair Chodroff adjourned the meeting at 2:29 p.m.